



COLLABORATING

to Change Lives for  
Safer Communities.

# Annual Report

**FY 2017**

*“Knowing that one is always capable of change, the second step lies in the decision to change. Change does not occur by merely willing it any more than behavior changes simply through insight.” Leo Buscaglia*

## Yavapai County Adult Probation

---

**Tel** (928) 771-3332  
**Fax** (928) 771-3112

255 E Gurley St, 2nd Floor  
Prescott, Arizona 86301

Website: <http://www.yavapai.us/apo/>

---



**Editor:**

Carrie Ross

**Contributors:**

Jacque Barnes

Chad Feipel

Clayton Hildahl

Kristie Peck

Carlos Zuniga

Karen Desmond

Jayson Ewald

Andrew Sawyer

Heather Cappelli

Steve Cuning

Amanda Kemph-Poole

Melanie Cianchetti

Brandie Myhre

Carrie Ross

Glenn Miller

Harold Cook

Sherri Tobin

<b>01 The Organization</b>	<b>1</b>
Letter to Presiding Judge.....	1
Vision, Mission, Values and Goals .....	2
General Information .....	3
<b>02 Feature Articles</b>	<b>5</b>
NARTA.....	5
Americorps.....	7
WEEDD OUT.....	8
Yavapai Reentry Project .....	10
<b>03 Pretrial Services</b>	<b>11</b>
<b>04 Presentence Investigations</b>	<b>11</b>
<b>05 Court Services</b>	<b>12</b>
<b>06 Programs</b>	<b>13</b>
Therapeutic Courts .....	13
Veterans Court .....	15
Seriously Mentally Ill.....	17
Moral Reconciliation Therapy .....	18
<b>07 Regional Field Operations</b>	<b>19</b>
Standard Probation.....	19
Intensive Probation Supervision .....	20
Sex Offender/Global Positioning System .....	21
Absconder/Warrants.....	22
<b>08 Compliance Monitoring</b>	<b>23</b>
Minimum Supervision Caseload .....	23
Unsupervised Probation .....	24
Indirect Services/Interstate Compact .....	24
Community Restitution Program .....	25
<b>09 Staff Development and Training</b>	<b>26</b>
<b>10 Awards and Achievements</b>	<b>27</b>
<b>11 Organizational Chart</b>	<b>33</b>
<b>12 Staff</b>	<b>34</b>



## Letter to Presiding Judge

Dear Judge Mackey,

I am delighted to share with you our FY 2017 Annual Report of the Yavapai County Adult Probation Department. You will find this report displays the deep and abiding commitment that the people of our department reflect day in and day out to reach toward embodying our vision of *public safety through long term behavior change*. Our commitment is demonstrated through the many ways our talented and highly trained staff practice evidence-based skills to insure that staff and probationers are given the opportunities to thrive and succeed.

*"...our staff is unflagging in their commitment to deliver consistent and high quality services."*

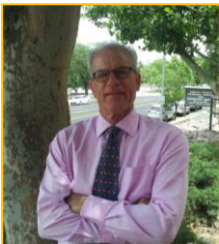
This fiscal year, we embarked on a department-wide survey using the national best seller by Sue Annis Hammond, Appreciative Inquiry. This book has been effective in organizations around the world in building stronger working relationships and effectiveness by looking for what is working in organizations and then building upon those strengths. Due to the difficulty and challenges of our work, we often can get mired in problems. The approach of Appreciative Inquiry resulted in a powerful inventory of the true character of the people of our department! The common themes reflected in the results and comments from staff demonstrated the commitment to this work of being effective change agents and the care of each other and of the probationers we serve. I am exceedingly proud of our devoted staff and the superb work they do! In spite of the sometimes difficult nature of this work, our staff is unflagging in their commitment to deliver consistent and high quality services.

I am indeed grateful to the ongoing support of the Judiciary, the Administrative Office of the Courts and our Board of Supervisors in making sure our growing department is funded in such a way that enables us to continue bringing excellence in providing public safety, utilizing the best evidence-based skills available and through dynamic collaboration assisting in the betterment of Yavapai County and all the people who live here.

Sincerely,

*John C. Morris*

John C. Morris  
Chief Adult Probation Officer



## Vision, Mission and Values



**Vision:** Safe Communities through Positive Change.

**Mission:** The mission of the Yavapai County Adult Probation Department is to enhance community safety by:

Holding probationers accountable to

- Crime victims,
- The Court, and
- The Community.

Reducing or eliminating future criminal behavior through

- Accurate and ongoing assessment,
- Appropriate, evidence-based treatment,
- Individualized case management, and
- Monitoring behavior.

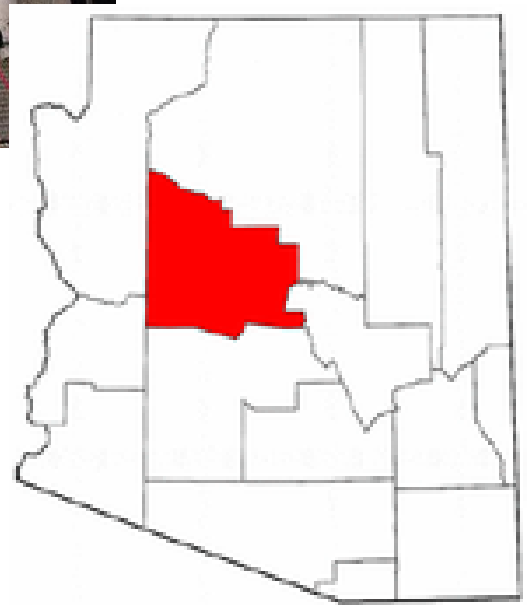
**Values:** The probation department and its staff:

- Work in partnership with the local criminal justice system, service providers and the community;
- Work with integrity and professionalism, treating all people with respect; and
- Believe that people can change.



## General Information

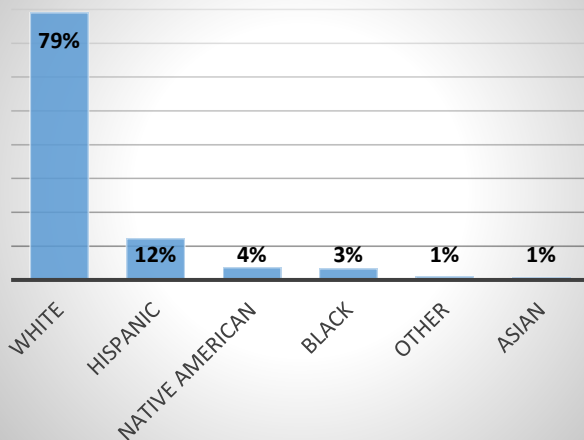
- 104 Employees
- Offices in Prescott, Cottonwood, Dewey, Camp Verde Courthouse, Prescott Courthouse
- 3,171 Probation population (total end of year)
- 410 Pretrial supervision population
- 2,280 Standard probation population (active end of year)
- 85 Intensive Probation population (active end of year)



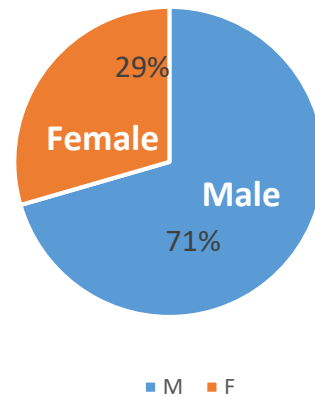
**Yavapai County Adult Probation**  
FY 2017 Annual Budget \$7,959,890



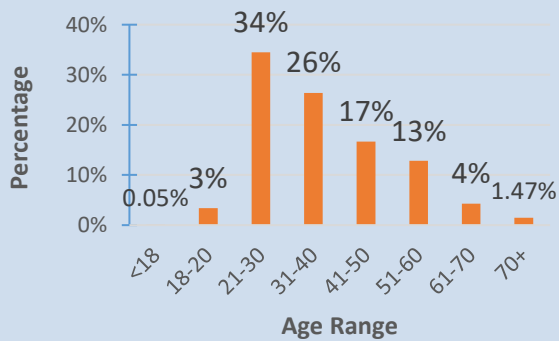
**Probation Population Ethnicity**



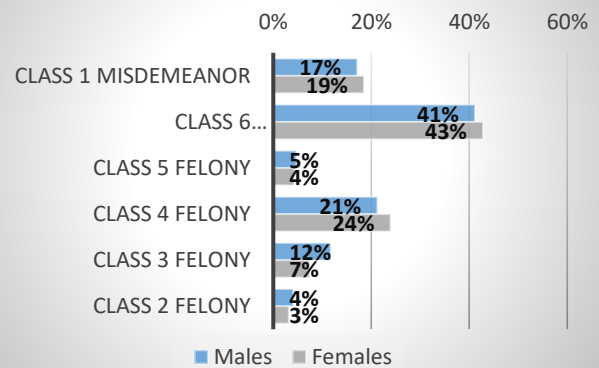
**Probation Population Gender**



**Percentage of Probationers By Age Range**



**Probation by Offense Category and Gender**





## NARTA

### **Probation Collaboration with the Northern Arizona Regional Training Academy (NARTA)**

Since 2011, the Adult Probation Department (APD) has assisted the Northern Arizona Regional Training Academy (NARTA) by providing a one-hour PowerPoint presentation outlining what exactly it is APD does and the importance of how working together can make a difference in our communities. This presentation has taken place twice each year, which coincides with NARTA



training sessions. The presentation ends with opening the floor to questions from the recruits and from those questions, the department has been able to update presentation materials to address the questions that are asked the most.

For the last three to four years, the department has been sharing the training day with NARTA at Yavapai Community College. This has allowed the department and the recruits from the northern Arizona law enforcement agencies to share both training facilities and training equipment.

During the past six years, APD has been allowing probation officers to volunteer as role players at NARTA to assist in training new recruits by engaging in numerous scenarios that they may encounter while on the job, once they graduate the academy. Not only do our probation officers provide assistance in the different role play scenarios, they also provide feedback to the recruits as to how the scenario went and what they could have done differently. In those six years, the department has been able to send an average of four officers to each of those NARTA academies to role play, which typically takes place over the course of a three-day period. This is approximately 48 officers who have assisted NARTA since 2011.

*"By creating lasting contacts, we are able to call upon one another when assistance is needed..."*

#### A Probation Officer:

*"I find that being a role player at NARTA does a few things for both me and the department. First I get to meet not only the incoming officers but get to speak with several current officers. In the field being recognized by them has been very beneficial and potentially lifesaving. I have found that they often have a lot of questions about who we are and what we do. When I had a caseload, it gave me a chance to earn some face time with officers that were in my coverage area as well. I have made several connections through my role playing there that has helped me and the department out many times. Also, I like learning how the officers are trained, because when I work with them in the field, I think having that insight is helpful."*

#### A Probation Officer:

*"I find it mutually beneficial for the APD to volunteer as role players at NARTA. NARTA could not function or produce the high quality of law enforcement officers that they do if it was not for the collaborative educational efforts of local agencies and volunteerism so that their recruits can get reality based training."*

*Role playing at NARTA is such an incredible opportunity for probation/surveillance officers to have face time with both seasoned local police officers and new recruits. This pays off in the form of a more effective partnership; one that enhances the effectiveness of both law enforcement and probation in the accomplishment of their public safety and rehabilitative goals. By creating lasting contacts, we are able to call upon one another when assistance is needed and are more inclined to go above and beyond to help one another which leads to more favorable results."*

*Volunteering as a role player is also a unique opportunity to get added officer safety training and from a different perspective. Every scenario has an officer safety element to it and there are always lessons to be learned for probation officers as well. NARTA strives to create reality based training scenarios that force officers to respond to a high stress situation by cognitively working through problems and coming to reasonable solutions. While day to day job duties are different between law enforcement and probation, we both face the potential to experience very similar high stress and/or hostile situations. There is value to seeing the benefits first hand of an officer using verbal de-escalation techniques, having a strong command presence and having good situational awareness in each and every scenario. Increased exposure to this type of training leads to increased performance and proficiency during high stress situations."*



## AMERICORPS



*"The experience and knowledge Holly has gained as an AmeriCorps member is equally matched with the asset she has become with the YCAPD."*

In FY 2017, the Yavapai County Adult Probation Department (YCAPD) entered into an agreement with the Administrative Office of the Courts (AOC) to recruit an AmeriCorps volunteer, with the goal of "helping others and meeting critical needs in the community." Holly Nelson is the YCAPD's AmeriCorps member and has been working with the sex offender population. Shadowing probation and surveillance officers initially, she has had an expansive learning experience in case management, case planning, field work, and the associated documentation. She attends and participates in sex offender team staffings, conducts office visits and drug and alcohol testing of sex offender clients. She has also met with standard probation clients who are not sex offenders.

Holly was recruited by YCAPD Chief Probation Officer John Morris, who has known Holly since her participation in and successful graduation from the Drug Court Program in 2006. After turning her life in a positive and productive direction, she moved to San Francisco where she went to school for audio engineering, followed by an internship in Los Angeles with a band. She ultimately returned to Prescott and has been working in restaurants and volunteering in the community. She was an alumnus of the Drug Court for quite a while and maintained her relationship with Chief Morris. Holly intends to finish her degree in Psychology in the near future and believes that her talents and instincts as a former drug addict will serve her well as a probation officer. She is attracted to the balance between social work and law enforcement that the work entails.

Holly whole-heartedly recommends the AmeriCorps program, recognizing that it places its members in solid areas of need within communities. Her time with the YCAPD in this capacity has been very rewarding, even when confronting a young probationer for illegal drug use and ultimately facilitating his brief incarceration. Her work with sex offenders has caused a shift in her thinking from judgment to acknowledgement that "there's a person behind that disease." She is particularly impressed with the level of sex offender treatment and the sex offender team efforts, which serve to keep the community safe. The experience and knowledge Holly has gained as an AmeriCorps member is equally matched with the asset she has become with the YCAPD.

## PROJECT WEEDD OUT

Willingly Embacing Empowerment over Drug Dependence Option Utilizing Treatment

*“Project WEEDD OUT was started ... in an effort to increase probation compliance and reduce recidivism of first-time drug offenders by swiftly holding them accountable ...”*

In mid-August 2017, a pilot project designed to address probationers whose risk to reoffend is medium to high and who are first-time offenders of A.R.S. §13-901.01 (personal possession of illegal drugs), was created and implemented by Probation Officer Supervisor Melanie Cianchetti, as part of the Leadership Institute project through the American Probation and Parole Association. Project WEEDD OUT (Willingly Embacing Empowerment over Drug Dependence Option Utilizing Treatment) was started in the Verde area of Yavapai County in an effort to increase probation compliance and reduce recidivism of first-time drug offenders by swiftly holding them accountable for violations of probation such as treatment noncompliance and lack of sustained sobriety. Thus the “weeding out” of those with antisocial attitudes from those who have true substance abuse issues. There are two components to WEEDD OUT. First, a tool was developed for officers’ use which clearly outlines consequences for probationers who continue to violate treatment directives and/or use drugs. These sanctions are fully permitted under the law and serve to reinforce positive behaviors as well as swiftly sanction noncompliance. Second, probation officers provide specific information about violations and use of the sanctioning process and, therefore, a clear evidence trail for the Court to remove certain probation clients from the protection afforded by law under A.R.S. §13-901.01, namely the inability to impose jail.

Six probation officers and a surveillance officer with a variety of experience completed a “brainstorming session.” The intent of the discussion was to determine whether this population of probationers was a problem in need of addressing. Unanimously, it was agreed it is a population that causes officers frustration and extra work, and that more time was spent than was necessary addressing treatment non-compliance and continued drug use. It was also determined there would be a benefit from further research and implementation of changes to address treatment and drug testing noncompliance, and continued drug use. Few sanctioning methods were presently available for this problem. Committee “WEEDD OUT” was formed. The committee randomly pulled 121 probationer files for the following: client risk level; drug testing directives; positive drug testing; and treatment attendance and/or completed. The results:

- 38 probationers were assessed as a low risk to reoffend, with 36 being supervised on the minimum risk caseload (23 males and 13 females);
- 34 probationers scored medium/high to high risk to reoffend (26 males and 8 females). Nine of those were being supervised on Intensive Probation Supervision (IPS);
- 46 medium/low risk probationers (28 males and 18 females). Of those, two were on IPS;
- 73 probationers were currently being drug tested;
- 33 were currently in a substance abuse treatment program;
- 58 completed a substance abuse treatment program

One probation officer has been assigned to pilot and utilize WEEDD OUT, supervising 24 medium-high and high risk probationers who meet the target population. It is important to identify the moderate to high risk offenders (male or female) for this program as research shows greater

effects of treatment and reduction in recidivism rates rather than that of low risk participants. As a matter of interest, low risk offenders attending the same programs actually showed an increase rate in recidivism by four percent, whereas moderate to high risk offenders showed a decrease in recidivism as much as nine percent. Several articles published research which indicated treatment dollars should be spent on moderate to high risk probationers.

The outcomes of this program will be reviewed in September 2018. A successful outcome will show that these cases are completing treatment successfully, refraining from further drug use and either being modified to unsupervised or being early terminated from probation.



*“YRP is designed to reduce recidivism, improve individual lives, and promote a safer community...”*

## YAVAPAI REENTRY PROJECT (YRP)

The Adult Probation Department (APD) has partnered with the Yavapai Reentry Project (YRP) since its inception in 2011. Probation Officer Supervisor Brandie Myhre is one of the APD's founding members of the project, consisting of non-profit organizations, government offices, and motivated community members. YRP is designed to reduce recidivism, improve individual lives, and promote a safer community for all members of Yavapai County.

APD assists the YRP with two primary functions: first, information is provided to individuals planning to return to Yavapai County upon their release from the Arizona Department of Corrections. YRP initiates contact with the incarcerated individual to begin a conversation about their interest in the program. Second, the YRP utilizes APD staff's expertise in determining the appropriateness of some formerly incarcerated individuals' use of the YRP's Community Coach Program if their current offense and/or historical behavior while incarcerated indicates a history of violence or threat of violence.

Approximately four times per year, PO Supervisor Myhre facilitates a presentation titled, “From Inmate to Citizen,” for family members, friends and community members seeking information about reentry planning. The presentation describes what to expect when loved ones return home from incarceration and allows community members to ask questions and get real-time answers to help make informed decisions about reentry planning. The Yavapai-Apache Nation is now included in communities served by YRP.

The YRP is successful due to its committed volunteers in its Community Coach Program and its staff's ability to maintain an accurate account of community resources and use of grant money to assist some formerly incarcerated individuals with specific needs after incarceration, e.g., a laptop for school purposes or special boots for a specific type of job.

All of these things make the Yavapai Reentry Project a success story in the communities of Yavapai County and make them a special partner to the Adult Probation Department.







- 3,381 reports to the court
- 410 placed on pretrial supervision
- 92% appeared for all court appearances
- 92% remained arrest free while on supervision.



## Pretrial Services

The Pretrial Services Unit has been in place for over two years. It currently consists of four journey probation officers, one senior probation officer and one legal secretary. The unit provides information to judges to assist them in determining appropriate release decisions. They currently provide the information to the six justice courts in the county, as well as Prescott City Court, working seven days a week, including holidays.

Pretrial Services utilizes the Public Safety Assessment (PSA), which all officers are trained to administer. Using the assessment, they provide release recommendations to the court, and include a summarization of criminal history convictions. They also may include information about active warrants, pending charges, and probation status. In FY 2017, officers submitted 3,381 reports to the court. Pretrial officers also notify probation officers, in our counties and others, when a current probationer is arrested on a warrant or new charges.

Additionally, four of the officers are assigned a Pretrial supervision caseload, based on residence of the defendant. Officers' supervision duties include face-to-face contacts, telephone contacts, court date notifications, monitoring of specific conditions of release ordered by the court, and periodic criminal history checks. This past fiscal year, 410 defendants were placed on pretrial supervision. Over this same timeframe, of those who were placed on supervision and whose case was completed, 92% appeared for all court appearances, and 92% remained arrest free while on supervision.

## Presentence Investigations

Presentence Investigation is comprised of two probation officers and one support staff who work together in coordination with our two court services offices in each courthouse to comply with the court's orders to complete a thorough presentence investigation. Officers review plea agreements and conduct interviews of defendants pending sentencing, as well as victims, attorneys, law enforcement officers and anyone else who may provide pertinent information for the court's consideration. A statewide risk assessment tool is administered to defendants which also provides guidance in determining an appropriate sentence. Additional assessment tools may also be administered for sex offenses which are generally highly sensitive in nature.



During FY 2017, 314 presentence reports were completed. The county has seen a steadily declining order for reports due to the successful implementation of the Early Disposition Court which as its name implies, puts a defendant on a faster track to sentencing and does not utilize a presentence report.



*“Yavapai County has an Early Dispositional Court (EDC) that is designed to process new felony arrests through the court system in an expeditious manner.”*

Yavapai County Adult Probation Court Services has one office in the Prescott Superior Court building and one office in the Camp Verde Superior Court building. The Prescott office is staffed with one Senior Adult Probation Officer and a part-time Legal Secretary. The Camp Verde office is staffed with two Senior Probation Officers and one full-time Legal Secretary. Both offices work as a conduit between the Courts and Adult Probation Department.

Yavapai County has an Early Dispositional Court (EDC) that is designed to process new felony arrests through the court system in an expeditious manner. The courts schedule two days of EDC every week which a senior officer attends. During EDC, the officer provides a Pretrial Screening Assessment Report (PSA) and any probation information recommendations, if they are currently on probation, to the judges and attorneys. The Legal Secretary prepares an EDC file containing a current criminal records check, arrest booking sheet, and PSA.

Senior officers also attend SAFE (Swift, Accountable, Fair, Enforcement) hearings for those probationers who have violated their probation conditions.

The Camp Verde Jail is located within one block of the Camp Verde Court Service's office and clients are instructed to report to the office once they are released, if they have questions or for probation officer assignments. The Camp Verde location also offers a Work Release/Furlough/Search to appropriate clients. If a client is approved for the program, a senior officer works with jail staff to set and monitor release days and times.

Court Services assigns new probation cases from EDC and Divisions 7, 2, 3 and Pro-Tem A to probation officers per their addresses in county, out of county and other states. Clients with on-going cases may come to Court Services for assignment of presentence writers for their case or cases. Defendants/probationers are assisted with bus tickets and with making telephone calls to family for rides and other needs. Senior officers see out-of-state clients for transfer paperwork completion. They take documents to the jail for officers for different requests, i.e., Presentence-dispositional packets, transfer paperwork, implementations, etc.

The Legal Secretary assigned to Court Services enters all new probationers and reinstated probationers' conditions of probation into the Adult Probation APETS system, and clients reporting for Presentence writer assignments. They run criminal records checks for EDC files, and daily for Pretrial Services group who screen all arrests for Courts for Initial Appearances, and when requested for other reasons. For out-of-state clients, a TransUnion check is run for address checks for transfers.



## Therapeutic Courts



The goal of the Yavapai County Therapeutic Courts (YCTCs) is to apply a non-traditional approach for probationers who struggle with alcohol and drug dependency. The focus is on accountability and recovery. The YCTCs have a non-adversarial atmosphere where a judge, dedicated support staff, treatment team, and client work together to break the cycle of drug abuse and criminal behavior. The YCTCs consist of the DUI and Drug Courts. The team integrates intensive judicial supervision, mandatory random drug testing, incentives, and corrective responses to help substance-abusing probationers break the cycle of addiction. From FY 2011 to FY 2017, these courts grew 124% with additional officers being added as needed. At the end of FY 2017, there were 185 active participants in the YCTCs in Prescott and Camp Verde with four probation officers and two surveillance officers assigned to these cases.

Graduate population who were arrest-free three years after leaving the Drug and DUI Court programs is 90%, according to data collected FY 2010 through FY 2013 when the three-year reporting period was completed, as compared to the national rate which is 75% arrest-free at least two years after leaving the program.



*“If you are completely ready to dedicate yourself to this program, change everything in your life and live a sober life, this program is for you.”*

As submitted by a probationer in the Drug Court program:

Growing up in San Diego is not all sunny days and beautiful beaches. There are many dark corners and hard streets. I was introduced to heroin when I was 16, which then lead to a 20 year obsession.

I came to Arizona with my girlfriend at the time in hopes of starting a new life, but my problems were just waiting for me here. We quickly descended into a life of hell. We lost our jobs, were at risk of losing our housing and other luxuries. I was tempted into a life of crime to sustain our habit which, as most people know, is not sustainable. I was arrested, released on probation, quickly revoked and sent to prison for 2.5 years.

Upon my release from prison they offered me an IPS tail, which I declined because I knew that structure was not my problem, it was heroin. I was screened for Drug Court and accepted, I started Drug Court June of 2016. It has been a long and winding road with many struggles, mishaps and slip ups. It took me some time to realize that to be successful I had to change everything. After my last relapse I had an opportunity to go into residential treatment, offered to me by the Drug Court team, and that is where things really began to change for me. I was emotionally and spiritually broken, when I decided to surrender myself to the program help came from everywhere and everyone, my perception on everything changed. I started to really understand what Drug Court was trying to teach me and I jumped into the program 100%.

If you are completely ready to dedicate yourself to this program, change everything in your life and live a sober life, this program is for you. This program, along with many community partners, friends and family have helped me save myself. I realize now that I have learned to create my own structure and expectations of myself and my life through Drug Court.

## Veterans Court

---

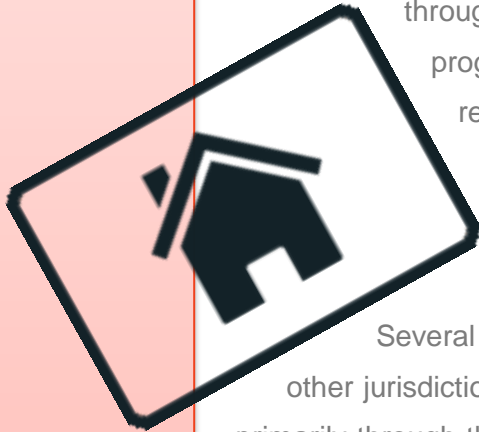
As part of Yavapai County's Therapeutic Treatment Courts, Veterans Court seeks to "Serve those who have served us." Veterans Court launched on March 7, 2017, with the intention to provide services that were specifically designed to help veterans with co-occurring substance abuse and mental health concerns. The team that works with each



veteran consists of Presiding Judge David Mackey, Chief Deputy County Attorney Dennis McGrane, Public Defender David Loder, VA Veterans Justice Coordinators' Chris Glade and Mark McLaughlin, US Vets Case manager Chris Whitaker, DAV Regional Commander Richard Null, DAV Mentor Coordinator Walt Lynn as well as staff from YCAPD and various judicial staff. Most of the members of the Veterans Court team are both former, and current, US Military and reserve service members. Since its inception, ten veterans have participated in the program with seven veterans still active.

Upon acceptance into Veterans Court, each veteran is assigned a mentor to assist them. The mentors are screened through the DAV Mentor program and mentors are assigned based on similarities to the veteran participant. The veteran mentor is a volunteer through the DAV and acts only to assist the veteran to remain compliant with the program.

While participating in Veterans Court, veterans are required to be active in treatment, be it substance abuse, mental health or a combination of both. Not all veterans that are participating in the program are eligible to receive services through the VA. Currently, veterans are receiving care through the local VA, US Vets, the Vet Center, West Yavapai Guidance Clinic and private residential treatment programs.



One of the biggest hurdles that veteran participants have faced is finding safe, stable housing. In addition to residing at residential treatment programs and shelter services through US Vets, veterans have found stable housing through HUD programs, housing services through the Veterans Resource Center and rental properties through the local DAV. In addition to housing, veteran participants have been afforded unique employment opportunities through the local DAV resource center and thrift store, as well as the VA's compensated work therapy (CWT) program.

Several veterans in the program have various outstanding legal issues in other jurisdictions, including municipal courts. The Veterans Court team, although primarily through the veterans' counsel, work with these outside courts to ensure that the veteran remains compliant with all legal matters.

Along with the development of the Veterans Court program, APD has created a standard probation caseload consisting specifically of veterans. Veterans on standard probation are supervised by the same officer, a veteran himself, who oversees the Veterans Court program. This is designed so that if a veteran is showing signs that additional supervision is warranted, they can begin the program quicker, as a referral to the program coordinator is no longer necessary.



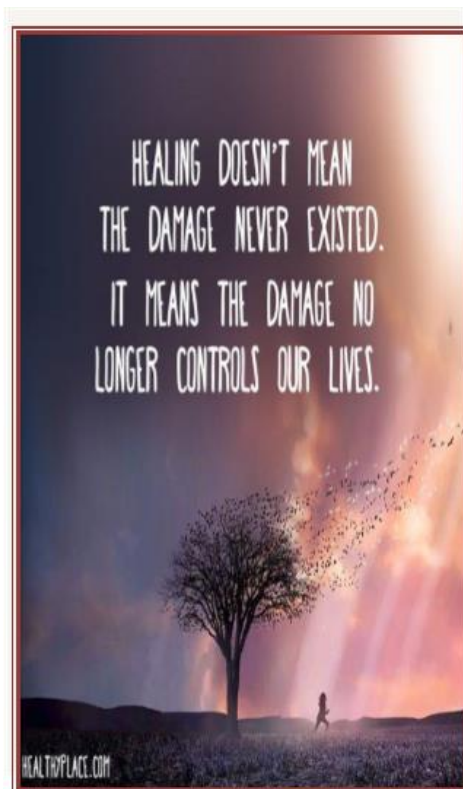
**PURPOSE  
STATEMENT**

*To hold all team members accountable to communicate and collaborate in order to support participants (mentally ill probation clients) in achieving stability and crime free lives.*

## Seriously Mentally Ill Program (SMI)

YCAPD began focusing on specialized case management for probationers suffering from mental illnesses in 2005. Probationers assigned to this caseload must meet certain criteria such as current and recent prescriptions for psychotropic medications, history of psychiatric

hospitalization, or a need for seriously mentally ill (SMI) case management services. Officers assigned to mental health caseloads receive specialized training, which is helpful in supervising this population, and have regular contact and coordination with mental health treatment providers, family members, the Court, and housing providers. At the end of fiscal year 2016-2017, four probation officers and two surveillance officers (one shared with the sex offender caseload) handled these cases which totaled 177. Two officers specifically handle those clients with a Seriously Mentally Ill diagnosis and who participate in Mental Health Court, with regularly scheduled court hearings, progress reports, incentives and sanctions. Successful Mental Health Court clients show improvement in the areas of stabilized housing, health, and employment.



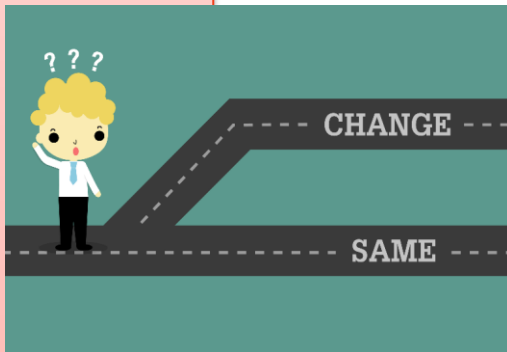
*“Officers assigned to mental health caseloads receive specialized training...”*



## Moral Reconciliation Therapy (MRT)

In 2004, YCAPD began implementation of a cognitive-based program focusing on changing the thinking that drives the behaviors of people on probation.

Moral Reconciliation Therapy (MRT), is an educational program developed by Gregory L. Little, Ph.D., and Kenneth D. Robinson, Ph.D., founders of Correctional Counseling, Inc. It gives help



to people facing a wide variety of life challenges. It leads clients to make better decisions that can make a troublesome situation turn around. The target group of probationers for this approach are those who have been resistant to treatment and in danger of having their probation revoked.

In the summer of 2005, ten YCAPD officers completed the facilitator training for MRT and since that time additional officers have been trained every few years. Once trained, officers pair up to co-lead MRT groups which utilize a workbook with homework assignments. The steps within

the book build upon each other, and the peer-provided feedback is considered an essential component.

YCAPD has five trained quality assurance monitors who conduct direct observation and provide feedback to MRT facilitators to ensure the groups maintain the integrity of the training.

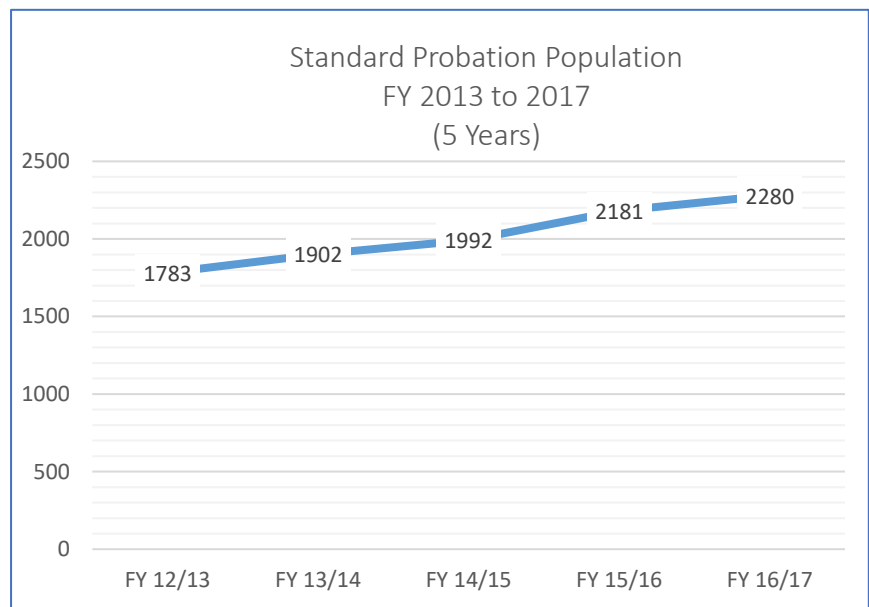
MRT is offered in eight classes located in Cottonwood, Prescott and Prescott Valley. An additional group will begin in the Dewey APD Office. Of these eight groups, two are for sex offenders, and one is for probationers who are participants in a therapeutic court. Five consist of non-specialized supervision cases that include standard and intensive supervision levels. Each class has a maximum of 12 participants and two co-facilitators.

The MRT program is recognized by the Courts as a viable option for probationers struggling with behavioral change, and it can be used in conjunction with specialized therapy. The program can take anywhere from eight months to over a year to complete, depending on the motivation of the probationer to complete each step.

*In the last five fiscal years, 681 probationers have been accepted into the program with a total of 273 successful completions.*

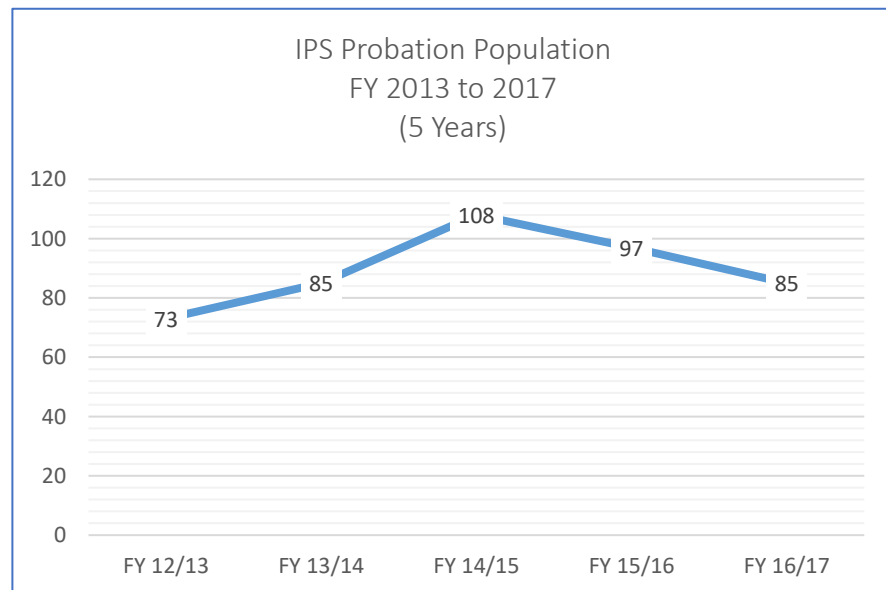
## Standard Probation

- Active standard population at end of FY (Direct Standard): 2280
- Authorized caseload Ratio: 1 to 65
- Successful SPS completions: 665
  - *This includes all discharges, early terminations, ETC terms, judicial terms, and modifications to unsupervised.*
- Percent of successful exits: 62%
- New standard probationers: 1172
- CRW hours completed by standard probationers in 2017: 82,795
- Number of standard probationers who BEGAN treatment in FY 2017: 733
- 63,297 drug and alcohol tests were conducted on SPS clients during the fiscal year. Of those, 97.5% of them were negative.



## Intensive Probation Supervision

- Active Intensive population (Direct IPS as of end of FY 2017): 85
- Authorized caseload Ratio: 1 to 15
- Successful IPS completions in FY 2017: 66
  - *This includes all discharges, terminations, and modifications to standard.*
- Percent of successful exits: 67%
- New IPS probationers (including modifications): 94
- CRW hours completed by IPS probationers: 18,905
- Number of IPS probationers who BEGAN treatment: 46
- 9,560 drug and alcohol tests were conducted on IPS clients during the fiscal year. Of those, 96.9% of them were negative.





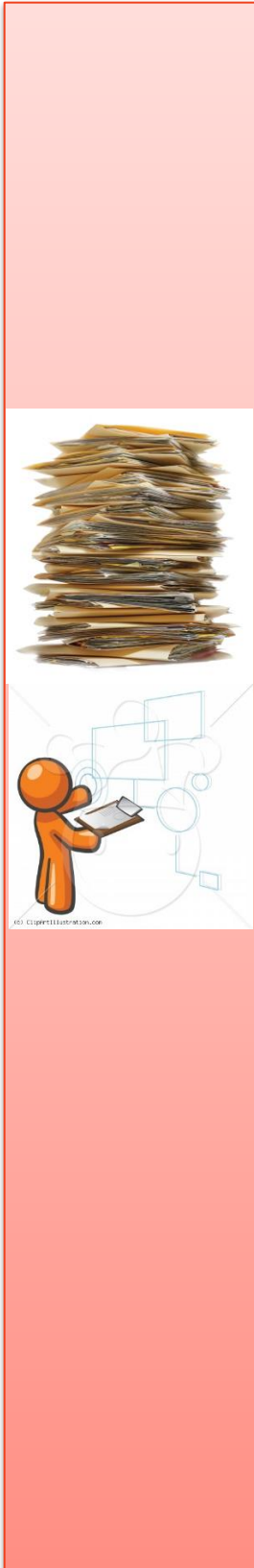
## Sex Offender Caseloads/GPS

### Sex Offender Caseloads

The department has three probation officers and two surveillance officers dedicated to supervising sex offenders both in our Prescott and Cottonwood offices. At the end of FY 2017, the number of these cases ranged around 150. One of the caseloads specifically deals with probationers who have sexually motivated offenses, are required to register as sex offenders and have the statewide sex offender conditions of probation. The other two caseloads are a mixture of cases and may have probationers who are on a probation term for a non-sex offense, but in their past have committed sex offenses or failed to register as a sex offender somewhere along the way. All five officers have received many hours of sex offender-specific training in order to adequately supervise this population.

### Global Positioning System Monitoring (GPS)

The department is one of three GPS monitoring centers in Arizona and is staffed by two monitoring analysts who check probationers' whereabouts seven days a week. As the Northern Arizona Regional Monitoring Center, YCAPD provides services to Coconino, Navajo, Apache, La Paz, Gila and Mohave Counties. At the end of FY 2017, 27 probationers were being monitored throughout the region. Staff is responsible for training on GPS, tracking equipment inventory and communicating with the supervising probation officer should violations occur.





- *115 probationers were located, their warrants served, and their cases resolved in the court system.*
- *19 warrants were purged and/or quashed.*
- *13 absconders were found to be in prisons in other states.*

## Absconder/Warrants

### Overview

During FY 2017, the absconder/warrants caseload was, by all accounts, productive. This caseload is overseen by one probation officer (PO) and consists of 470 cases of probationers who absconded from supervision, could not be located by their supervising probation officer throughout all of Yavapai County, and a warrant was issued. The assigned PO is responsible for the tracking of newly absconded cases and the apprehension of probationers on warrant status. Experience in all areas of probation supervision from research in apprehension, coordination of agency efforts, to include court requisites for hearings and programs, and tenacity are skills and qualities of the assigned PO. On a daily basis, searches through a variety of electronic resources for records related to absconders are conducted. Contacts are made with collateral sources such as family members, employers and other public agencies. There is also a continued effort to locate and contact probationers who will not be extradited but with the intention of collecting fines, fees and restitution.

During FY 2017, 115 probationers were located, their warrants served, and their cases resolved in the court system. An additional 19 warrants were purged and/or quashed. Also of note, 13 absconders were found to be in prisons in other states.

With the help of agencies such as local and national police agencies, sheriff's departments, probation departments, Border Patrol, U.S. Marshall's Office, Homeland Security, Social Security, State Vital Records, County Attorney's offices, research and successful outcomes have been possible.

### Absconder Success Story

A recent multi-jurisdiction collaboration effort in 2017 culminated in the successful apprehension of a severely mentally ill client who had absconded from probation for a six-month period. She was on probation for two counts of Forgery and owed \$2,800 in restitution. Prior to absconding, the probationer had committed several violations of her terms with continued use of methamphetamines, failing to provide urinalysis samples, and failing to attend and complete treatment. She was, therefore, discharged from a sober living home and took off. The YCAPD warrants officer found a lead indicating the probationer was possibly living in the Laughlin, NV area. Contact with the Las Vegas Metro Police Department-Laughlin Division indicated the probationer was no longer living at the location. A family member then called and advised the probationer had possibly relocated to San Bernardino County, CA. Contact was made with the San Bernardino County Sheriff's Department who attempted to locate this person in their area. Although the probationer had moved out of the area, the sheriff's department received another lead that she was back in Arizona at a mental health facility. She was eventually located at a mental health facility in Mohave County, AZ. The Kingman Police Department was notified and successfully apprehended the probationer, returning her to Yavapai County for processing by the Court.

# Minimum Supervision Caseload

*“This program is reflective of the principle of evidence-based practices, which recommends less intervention and supervision of clients who are assessed at a low risk to re-offend.”*

The Minimum Supervision caseload in Yavapai County supervises clients who score low on the Offender Screening Tool (OST) or Field Reassessment Offender Screening Tool (FROST). This program is reflective of the principle of evidence-based practices, which recommends less intervention and supervision of clients who are assessed at a low risk to re-offend.

The program allows probation officers to transfer minimum assessed clients off their caseload so they can focus on clients who demonstrate the need for more supervision.

This caseload is supervised by one senior probation officer with the assistance of one support staff specialist. The caseload consists of approximately 300 clients throughout the entire county of Yavapai. This caseload also consists of clients who

have been transferred to Yavapai County from out of state/county.

Other requirements for the program include not scoring above 66% (criminogenic needs area) on the OST or FROST, the completion of treatment and drug/alcohol testing requirements, being less than two months behind with restitution payments and completing at least 180 days on standard probation supervision in order to verify that the client’s behavior truly reflect those appropriate for minimum probation supervision.

Clients who have been convicted of a sexual offense are not considered for the program.

The Minimum Supervision caseload probation officer continually reviews files in order to determine if a petition for early termination is appropriate and files the appropriate requests with the Court. Out of state/county cases are also reviewed for early probation termination appropriateness and the probation officer from those states/counties are notified of the findings. Cases are also reviewed in order to determine if a re-assessment needs to take place and if a case needs to be transferred back to standard Probation supervision due to the need for closer supervision.

<b>Early Terminations/ Earn Time Credit Terminations: 76</b>
<b>Petitions to Revoke: 6</b>
<b>Restitution Collected: \$94,253.89</b>
<b>Officer to Cases Ratio: 1 to 300</b>

## Unsupervised Probation

At the end of FY 2017, the unsupervised caseload consisted of 239 unsupervised probation cases and another 84 probationers who had been deported, totaling 323. These cases are essentially administrative and are managed by one probation officer (PO) with the assistance of one legal secretary. For a probation case newly designated as unsupervised by the Court, the PO usually meets face-to-face with the probationer immediately after sentencing and reviews Conditions of Probation and other paperwork. Thereafter, these cases require very minimal contact, if any, with the probationer. Checks of court-ordered obligations and criminal history are regularly run. If new arrests occur, investigation may be required and additional information provided to the Court for further proceedings.

## Indirect Services/Interstate Compact

Three Probation Officers and two Legal Secretaries process all cases originating in Yavapai County and transferred to another state or county. The transfers occur for a variety of reasons, including the residence of a new probationer being in another state or county when they originally got into trouble in Yavapai County. The cases assigned to these three officers total close to 1,000. Additionally, one of the three officers oversees approximately 130 Department of Corrections cases consisting of probationers serving a prison sentence who will return to Yavapai County for supervision at some point. All such cases are considered to be administrative in nature as the direct supervision occurs via another county or state probation agency. Strict guidelines must be adhered to when transferring cases out of the county requiring specialized training and knowledge of statute and administrative code. Coordinated communication with other agencies is a very important aspect in the handling of these cases and is critical

to appropriate management.

One senior probation officer reviews all requests for incoming interstate and intercountry transfers for appropriateness in being accepted into Yavapai County and for placement onto a caseload with a YCAPD officer. These cases come from all over the country and state and must adhere to the same strict guidelines for acceptance. In Yavapai County, 67 probationers from other states or counties were being actively supervised as of June 30, 2017.

*66.9% of probationers exiting from their probation term were successful exits.*



*"The cases assigned to these three officers total close to 1,000."*



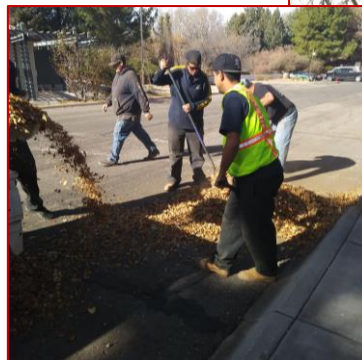


- 770 projects
- 101,700 total hours
- \$933,793 estimated labor cost savings to Yavapai County

## Community Restitution Program

The Community Restitution Program (CRP) is a statutorily mandated program wherein the Court orders individuals placed on probation to give back to their communities by working in a variety of settings-- from nonprofit organizations, to the numerous communities of Yavapai County, to making baby blankets for local shelters. The CRP is staffed by one coordinator, three work crew monitors and is provided administrative support by one legal secretary. The program has grown consistently for the last several years requiring the expansion of the CRP fleet of vans and trailers to transport probationers and equipment to complete the numerous Work Crew projects throughout the county. Probationers who sign up for the work crew as their

community service spend an entire day picking up litter along the side of the road, clearing brush for fire abatement, or other landscape projects. Packing boxes in our local food banks is another means for probationers to meet their court obligations while doing something meaningful in their communities. The initial interview with probationers is designed to screen them for placement with an agency where they can best contribute.



**Training**

Knowledge  
useful abilities  
backbone of co  
quired for a tr  
today

Newly hired employees spend their first few days in training with the department's only full-time training position, a senior probation officer. The training officer provides an overview of department policy and procedure, introduction to Evidence-Based Practice, and many other practical pieces of information about the department's mission and operations. However, the YCAPD has a robust cadre of trainers within its ranks who train on specific topics such as Motivational Interviewing, Moral Reconation Therapy, Firearms, Defensive Tactics, Effective Practices in Community Supervision, DiSC (a personal assessment tool), the Offender Screening Tool and Field Reassessment, CPR & First Aid, and Ethics. Our committed trainers also juggle the duties of their full-time positions in addition to being trainers of specific subject matter. A number of the YCAPD's trainers provide or facilitate training to local stake holders, other state agencies, and at national conferences. There is also the ongoing task of maintaining and coordinating a large inventory of safety equipment and supplies throughout the year.





## LEADERSHIP AWARDS

### APPA LEADERSHIP ACADEMY

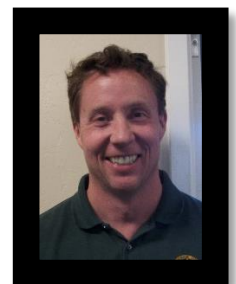
The 12-month Leadership Institute was established in 2009 and to date there has been six classes offered. Melanie completed the fifth class. The leadership program was designed to prepare future executive leaders for the growing advancements in the community corrections field and to prepare these new leaders for the challenges they will face with today's diverse workforce. The program focuses on four fundamental goals essential to being a great leader in the Community Corrections field, which are: fundamental knowledge of leadership and management with the community corrections arena; expanding participants' critical thinking and analytical abilities by volunteering and networking within their professional realm; develop skills for navigating various levels of the organization's political system to advance their department within the community corrections field; and enhance participants' professional growth through networking on a national level. This program required the completion of pre-session assignments, attendance of three two-day sessions, respond to facilitated assignments between sessions and attendance of three APPA conferences. It also required attendants to complete a large project that required leadership in an area in their home agency. It was due to this Leadership Program that Melanie developed the pilot project being tested today in the Verde area called WEEDD OUT (Willingly Embracing Empowerment over Drug Dependence Option Utilizing Treatment), which address supervision and sanctioning needs for those on probation under the sentencing guidelines of 13-901.01 (first offense). To date this pilot project is focusing on 26 probationers in the Verde area whose offense falls under 13-901.01 (first offense), utilizing evidence based practices to guide supervision of this population.



**Melanie Cianchetti**  
Cottonwood, Probation Supervisor

### MARICOPA COUNTY SUPERVISOR LEADERSHIP ACADEMY

The academy is an exciting opportunity to enhance or develop leadership skills and networking with others throughout the state. The course is six months long and includes a 360 leadership assessment, class work that includes journaling, e-learning modules, evidence based practices, leadership, and reading assignments based on leading organizational change and development. Dewey Supervisor, Chad Feipel graduated in December of 2016.



**Chad Feipel**  
Dewey, Probation Supervisor







## Yearly Awards 2016

**Recipients were also entered in the AZ Chief Probation Officer statewide awards.**

### Supervisor—Jacque Barnes



Jacque Barnes is always supportive and available to her staff and because of her experiences in the department (from her original hire as a records clerk and subsequent promotions to Legal Secretary, Surveillance Officer, Probation Officer, and Supervisor) she shares considerable and diverse knowledge with staff. If she doesn't know something, she is always willing to research and come back to you with an answer at a later date.

In addition to being a great supervisor, Jacque has also worked diligently towards getting the successful Pretrial Services program up and running. She is what every supervisor should strive to be: competent; firm; unwavering; and an asset to her staff and this department.

### Line Officer—Mark Ott



Mark Ott epitomizes what an excellent probation officer should be. He currently manages an IPS caseload, which requires increased attention and supervision of high risk probationers. With that comes late night, weekend and holiday work for field contacts. Mark holds probationers accountable while still encouraging positive change and rehabilitation, truly utilizing a balanced approach to supervision. He goes above and beyond the call of duty by acting as an EPICS II facilitator and search team lead. In addition, Mark is mentoring a new officer, something he does with all officers on a daily basis, always being available to answer questions and lend a hand. He is a true team player who assists others with field work, covers office days, and assists with arrests. Outside of work, Mark is dedicated to his family and volunteers as a coach for his sons. Mark is a shining example of what an officer should be. His hard work and dedication to his probationers, co-workers and community are deserving of recognition.

### Employee—Kendall Loehr



Kendall Goodman demonstrates on a daily basis what a dynamic, consummate employee she is. She has proven herself to be someone who will handle a crisis with a smile, a pile of work with a quip, and a difficult client with finesse. Her vibrant personality and presence in the office can lift spirits even in the most dire circumstances. When officers are stressed or under pressure, Kendall goes above and beyond to make their lives easier. Her office is a hive of constant activity, yet she never seems to miss a beat when meeting the ever-changing demands of the job. Her work ethic is meritorious. She does not shy away from taking on extra tasks to ensure the probationers get the services they need. Recently, while the supervising officer was otherwise engaged, Kendall assisted by drafting orders in record time, communicating with the Court and verifying arrangements for a transport so a probationer could enter inpatient treatment when a bed became available on short notice. Without her effort, this probationer may have missed the opportunity. Kendall has volunteered with the Verde Consolidated Therapeutic Courts Victim Panel, offering her assistance with registration, receipts and issuing certificates. Her contribution is invaluable. Kendall is a vital asset to the department, and we would be lost without her.



## Employees of the Month

July—Debra Kendall



Aug.—Jeff Hunt



Sept.—Jann Barrett



Oct.—Allen Morris



Nov.—Paul Bartholomew



Dec.—Heather Cappelli



Jan.—Donna Hastings



Feb.—Patricia Reyes



March—Will Walker



April—Debra Jones



May—Jayson Ewald



June—Melanie Pierce



## Quarterly Recognition

Tip Schmidt	Paul Bartholomew
Kristel Robinson	Carrie Ross
Paul Ventura	Jon Newman
Cindy Robinson	Tiffany Griffith
Jann Barrett	Kim Dyslin

**3Q 2016**

Emily Waddle	John Daniels
Melanie Cianchetti	Tiffany Campbell-Garcia
Tyler DePoy	

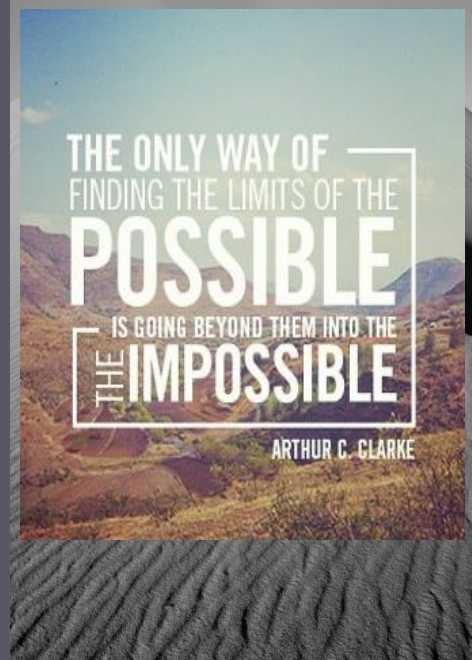
**4Q 2016**

Tiffany Griffith	Jennifer Manera
Michael Rodriguez	Jolene Brooks
Laura Crow	Sherry Wilson
Stacey Hayden	Patricia Reyes

**1Q 2017**

Bill Burrows	Mike Rygiel
Will Walker	Allen Morris
David Griffin	Kendall Goodman
Cameron Doty	Amanda Kempf
Clay Hildahl	Donna Hastings
Joseph Nisse	Kirstie Peck

**2Q 2017**



## EXCELLENCE IN ACTION

These Awards are quarterly and can only be received if nominated by a supervisor.

These nominations are placed in your department and HR file to recognize the outstanding job done.

**Congratulations winners!**

# Celebration of Success

Deputy Chief, Clay Hildahl nominated the Adult Probation Department for the Strategic Agenda Award through the Arizona Judicial Branch and we won. Below is his nomination:

To promote Volunteerism, Communications with the Public and Communications within the Branch and with other Branches of State and Local Government, the Yavapai County Adult Probation Department's Organizational Management Committee organized a Celebration of Success through the Morale Subcommittee lead by Senior Probation Officer Cindy Robinson. The committee felt this would be a great opportunity to showcase the wonderful work we do in probation in keeping with the Probation, Parole, and Pretrial theme "Recognizing Excellence in Community Supervision."



*Chief Morris  
accepting the  
award from  
Chief Justice,  
Scott Bales*



**Probation Officer, David Griffin awarding his client with a certificate of achievement**

This Celebration was the first in a series and was held in the Cottonwood branch office. Each Probation Officer nominated one of their clients who has done exceptionally well on probation. These individuals were given a literal Golden Ticket to attend! We celebrated both the officer and the client, for the work they have done to facilitate the change in the client's life. Many external stakeholders in the community were invited and did attend including our partners in the Community, Judges, Elected Officials, the Supreme Court's AOC

staff, Law Enforcement, Treatment Providers, and the probationers who were being honored. The welcome and opening remarks were by Chief Probation Officer John Morris and Senior Probation Officer Paul Ventura.



**In attendance at the awards ceremony, left to right is Barbara Mitchell, Melanie Cianchetti, Cindy Robinson, Scott Bales, Paul Ventura, Kim Dyslin and Chief John Morris**





# Celebration of Success

The Honorable Judge Michael Bluff thanked and inspired the crowd with a heartfelt speech. Then each Probation Officer recognized their probationer by calling the probationer to the front, saying a few words, and awarding them a certificate of congratulations.

The Committee set up tents and chairs behind the probation office and provided refreshments to the nearly 100 attendees of the event; a wonderful attendance for this small community. The Director of Adult Services Division of the Administrative Offices of the Courts, Kathy Waters, attended with members of her staff and commented on the uplifting and positive nature of the event.

It was a special day for all involved.

Congratulations goes to the committee composed entirely of line staff and support staff. Committee Members: Senior Probation



**Shanda Breed, Jane Price, Kathy Waters—AOC  
Chief Morris**

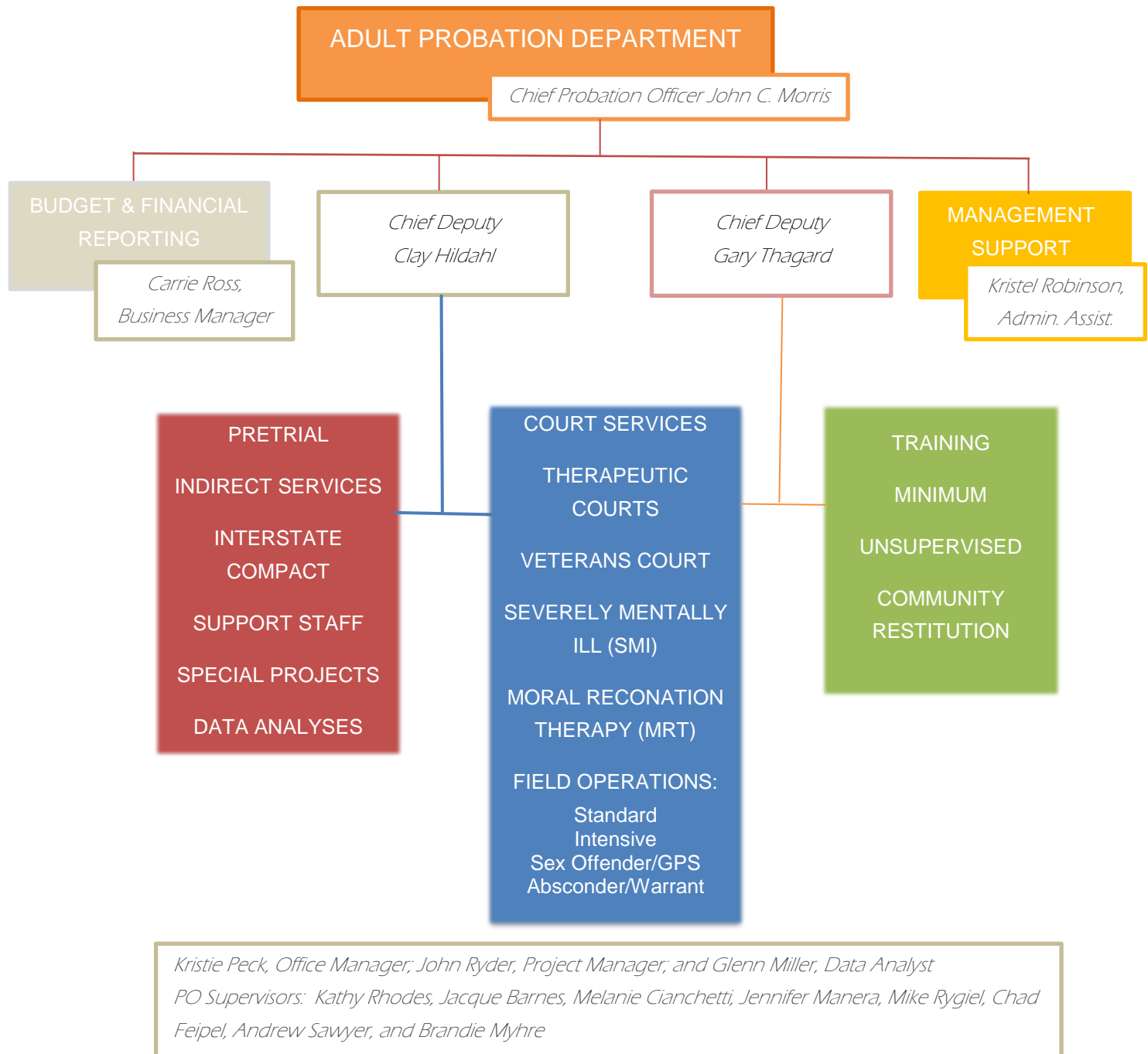
"We rise  
by lifting  
others."

—Robert Ingersoll

Officer Cindy Robinson (Chair), Senior Probation Officer Paul Ventura, Senior Probation Officer Carlos Zuniga, Journey Probation Officer Paul Bartholomew, Senior Legal Secretary Kendall Goodman, Legal Secretary Kayla Niederer, Journey Probation Officer Heather Cappelli, Legal Secretary Patricia Reyes, Senior Probation Officer

Eric Gullikson.





A Force for Positive  
**CHANGE.**



Yavapai County Adult Probation Department Staff